



PATRICK OGAWA
ACTING EXECUTIVE OFFICER

COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION
500 WEST TEMPLE STREET, ROOM 383
LOS ANGELES, CALIFORNIA 90012
(213) 974-1411 • FAX (213) 633-5100

MEMBERS OF THE BOARD

HILDA L. SOLIS
MARK RIDLEY-THOMAS
SHEILA KUEHL
DON KNABE
MICHAEL D. ANTONOVICH

July 14, 2015

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

11 July 14, 2015


PATRICK OGAWA
ACTING EXECUTIVE OFFICER

CONFLICT OF INTEREST AND DISCLOSURE CODES (ALL DISTRICTS) (3-VOTES)

SUBJECT

Approval of Conflict of Interest and Disclosure Codes.

IT IS RECOMMENDED THAT THE BOARD:

Approve the Conflict of Interest and Disclosure Codes for the Agricultural Commissioner/Weights & Measures; Arcadia Unified School District; Bonita Unified School District; Centinela Valley Union High School District; La Canada Unified School District; La Puente Valley Regional Occupational Program; Los Angeles County Children and Families First-Proposition 10 Commission (Aka First 5-LA); Lynwood Unified School District; Paramount Unified School District; and Tri-Cities Regional Occupational Program to be effective the day following your Board's approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

In accordance with the Political Reform Act of 1974, the Board of Supervisors is the code reviewing body for Los Angeles County.

Pursuant to Government Code Section 87300, every local government agency must adopt and promulgate a Conflict of Interest and Disclosure Code. The Board of Supervisors must approve the code before it can take effect.

Pursuant to Government Code Section 87306, agencies are required to amend their Conflict of Interest Codes when necessitated by changed circumstances.

Implementation of Strategic Plan Goals

Approval of the attached codes broadly supports the County Strategic Goal of Operational Effectiveness/Fiscal Sustainability.

The proposed Conflict of Interest and Disclosure Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

FISCAL IMPACT/FINANCING

Local governmental agencies must have a Conflict of Interest and Disclosure Code in which individuals in designated positions are required to disclose financial interests at a level appropriate to their decision-making authority.

Adoption of a Conflict of Interest and Disclosure Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to Government Code Section 87300, the code review staff recommends that your Board approve the Conflict of Interest and Disclosure Codes for the agencies listed below.

SUBSTANTIVE CHANGES:

(Agricultural Commissioner/Weights & Measures)

- Exhibit "A" is modified with the definitions for income to include gifts, loans and travel payments.
- Exhibit "A" wording is modified within category 7.
- Exhibit "B" is modified with a clarifying footnote for Consultants and New Positions.
- Changes the titles of two (2) positions.
- Adds Departmental Human Resources Manager I to the code.

(Arcadia Unified School District)

- Deletes Deputy Superintendent of Educational Services from the code due to reorganization.
- Adds Assistant Superintendent of Human Resource Services and Assistant Superintendent of Educational Services to the code.

(Bonita Unified School District)

- Exhibit “A” is modified with the definitions for income to include gifts, loans and travel payments.
- Exhibit “A” wording is modified in Category 6
- Adds a new disclosure category and renumbers an existing category.
- Exhibit “B” is modified with a clarifying footnote for Consultants and New Positions.
- Changes the titles of four (4) positions.
- Expands the disclosure for one (1) position.
- Reduces the disclosure of one (1) position.
- Adds Director of Transportation to the code.

(Centinela Valley Union High School District)

- Exhibit “A”, wording is modified in Category 5.
- Changes the titles of two (2) positions.
- Expands the disclosure for one (1) position.
- Adds Director, Accountability, Assessment and Research and Coordinator, Child & Welfare to the code.

(La Canada Unified School District)

- Exhibit “A” is modified with the definitions for income to include gifts, loans and travel payments.
- Exhibit “A”, wording is modified within Category 5
- Exhibit “B” is modified with a clarifying footnote for Consultants and New Positions.
- Deletes Assistant Superintendent, Facilities and Operations from the code.
- Changes the title of one (1) position.
- Adds Assistant Superintendent, Curriculum & Instruction; Chief Business & Operations Officer; and Director of Technology to the code.

(La Puente Valley Regional Occupational Program)

- The Incorporation page has been modified to reflect those positions which will file directly with the Executive Office.
- Exhibit “A” is modified with the definitions for income to include gifts, loans and travel payments.
- Exhibit “A” wording is modified within category 5.
- Exhibit “B” is modified with a clarifying footnote for Consultants and New Positions.
- Changes the title of one (1) position.

(Los Angeles County Children and Families First-Proposition 10 Commission (Aka First 5-LA))

- Changes the titles of two (2) positions.
- Adds Director of Office of Strategic Planning and Implementation to the code.
- Under Consultant Footnotes deletes a position found in Los Angeles Universal Preschool Organization (LA-UP).

(Lynwood Unified School District)

- Adds a new disclosure category and renumbers an existing category.
- Changes the titles of four (4) positions.
- Expands the disclosure for one (1) position.
- Adds Secretary-Risk Management; Legal Analyst; and Chief Technology Officer to the code.

(Paramount Unified School District)

- Adds a new disclosure category and renumbers an existing category.
- Reduces the disclosure of one (1) position.
- Deletes Assistant Superintendent and Director of Facilities due to reorganization.
- Adds Assistant Superintendent - Business Services; Assistant Superintendent-Educational Services; Assistant Superintendent-Human Resources; Director-Secondary Education; and Director-Student Services to the code.

(Tri-Cities Regional Occupational Program)

- The Incorporation page has been modified to reflect those positions which will file directly with the Executive Office.
- Exhibit "A" is modified with the definitions for income to include gifts, loans and travel payments.
- Exhibit "A" wording is modified within category 5.
- Exhibit "B" is modified with a clarifying footnote for Consultants and New Positions.
- Adds Human Resources Coordinator and Health Services Program Coordinator to the code.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approving the attached Conflict of Interest and Disclosure Codes for these agencies will further the purposes of the Political Reform Act of 1974 by requiring the individuals designated in each agency's code to disclose appropriate economic interests.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Patrick Ogawa", written in a cursive style.

PATRICK OGAWA
Acting Executive Officer, Board of Supervisors

PO:kw

Enclosures

c: Interim Chief Executive Officer
County Counsel

Conflict of Interest Code
of the

AGRICULTURAL COMMISSIONER/WEIGHTS & MEASURES

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the department head; or his or her designee. The department shall make and retain a copy of all statements filed by its Agricultural Commissioner/Director of Weights & Measures and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The department shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

AGRICULTURAL COMMISSIONER/ WEIGHTS & MEASURES

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned this disclosure category.

CATEGORY 5

Persons in this category shall disclose all investments and business positions in and income (including gifts, loans and travel payments) from the production, brokerage, processing or marketing of fruit, nut, vegetable, forage, seed, field, nursery, egg, and, honey corps; and/or from the manufacture, sale, advising for use, or use of any pesticide, repellent, or control device for commercial or agricultural use; and/or from the clearing of rubbish, debris, brush, weeds, and other fire or health hazards from vacant lots.

AGRICULTURAL COMMISSIONER/ WEIGHTS & MEASURES

EXHIBIT "A" (Continued)

CATEGORY 6

Persons in this category shall disclose all investments and business positions in and/or income (including gifts, loans and travel payments) from businesses:

- A. Using any weighing or measuring (liquid, linear, count, time) device for commercial purposes.
- B. Engaged in adjusting, servicing, repairing, or installing commercial weighing or measuring (liquid, linear, count, time) devices.
- C. Engaged in the packaging, distribution, or labeling of any commodity for sale, which falls under the jurisdiction of the Business and Professions Code of California pertaining to weights and petroleum products.

CATEGORY 7

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Agricultural Commissioner/Director of Weights & Measures or his or her designee of the agency. (See footnote for clarification.)

AGRICULTURAL COMMISSIONER/WEIGHTS AND MEASURES

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Agricultural Commissioner/Director of Weights & Measures	1, 2, 3
Chief Deputy, Agricultural Commissioner/Weights & Measures	1, 2, 3
Chief, Administrative Services	1, 2, 3
Deputy Director, Agricultural Commissioner/Weights & Measures	1, 2, 3
Deputy Agricultural Commissioner/Sealer	1, 4
Information Technology Supervisor	4
Departmental Finance Manager I	1, 4
Departmental Human Resources Manager I	2, 3
Administrative Assistant III	4
Staff Assistant III	4
Chief, Environmental Toxicology	4
Agricultural/Weights and Measures Inspector I, II, III	5, 6
Consultants/New Positions*	7

AGRICULTURAL COMMISSIONER/WEIGHTS AND MEASURES

EXHIBIT "B" (Cont'd)

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Agricultural Commissioner/Director Weights and Measures or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Agricultural Commissioner/Director Weights and Measures or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE DATE:

Conflict of Interest Code
of the

ARCADIA UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members and Superintendent, and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

ARCADIA UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency. (See Footnote for clarification.)

ARCADIA UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Position</u>	<u>Disclosure Categories</u>
Members, Board of Education	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent, Business Services	1, 4
Director, Maintenance/Operations/Transportation	1, 4
Director, Construction Projects-Measure I and Facilities Master Plan	1, 4
Manager of Purchasing and Risk Management	2, 3
Assistant Superintendent of Human Resource Services	2,3
Assistant Superintendent of Educational Services	4
Director/ Technology and Information Services	4
Director Operations/Transportation/Food Services	4
Director, Fiscal Services	4
Consultants/New Positions*	5

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE DATE:

Conflict of Interest Code
of the

BONITA UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730
(2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members and Superintendent, and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

BONITA UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Bonita Unified School District employee, any representative or association of such employee; and business positions or income from an entity owned or controlled by such employees or his/her spouse or other financial dependent.

BONITA UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 6

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Superintendent or his or her designee of the agency. (See footnote for clarification.)

BONITA UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member, Board of Education	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent, Business Services	1, 2, 3
Assistant Superintendent, Human Resources Development	4, 5
Assistant Superintendent, Educational Services	4
Senior Director Fiscal Services	4
Senior Director of Curriculum & Instruction	4
Senior Director of Student Services	4
Chief Technology Officer	4
Director of Food Services	4
Purchasing Director	4
Director of Maintenance & Operations	4
Director of Transportation	1, 4
Principals	4
Senior Director of Specialized Education	4
Coordinator Categorical and Special Programs	4
Program Specialist, Special Education	4
Consultants/New Positions*	6

BONITA UNIFIED SCHOOL DISTRICT

EXHIBIT "B" (Cont'd)

* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE DATE:

Conflict of Interest Code
of the

CENTINELA VALLEY UNION HIGH SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Governing Board Members, and Superintendent and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

CENTINELA VALLEY UNION HIGH SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interest disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Superintendent or his or her designee of the agency. (See footnote for additional clarification.)

CATEGORY 6

Persons in this category shall disclose all income (gifts, loans and travel payments) from any school district employee, any representative or association of any such employee; and business positions, investments, or income from any entity owned or controlled by any such employee or his/her spouse or other financial dependent.

CENTINELA VALLEY UNION HIGH SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board Member	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent, Human Resources	1, 2, 3
Assistant Superintendent, Business Services	1, 2, 3
Assistant Superintendent, Educational Services	4, 6
Personnel Commissioner	6
Director, Personnel Commission	4, 6
Director, Fiscal Services	4
Director, Food Services	4
Assistant Director, Food Services	4
Director, Facilities and Operations	4
Director, Curriculum & Instruction	4
Director, Special Education	4
Director of Student Services and Alternative Schools	4
Director, Purchasing, Contracts & Warehouse	4
Director Security	4
Director, Accountability, Assessment and Research	4
Coordinator, Child & Welfare	4

CENTINELA VALLEY UNION HIGH SCHOOL DISTRICT

EXHIBIT "B" (Cont'd)

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Director of Information Management Services	4
Director, Human Resources	6
Consultant/New Positions*	5
Legal Firms	5

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE DATE:

Conflict of Interest Code
Of the

LA CANADA UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board Members, and Superintendent and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

LA CANADA UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Superintendent or his or her designee of the agency. (See footnote for clarification.)

LA CANADA UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member, School Board	1, 2, 3
Superintendent	1, 2, 3
Associate Superintendent, Human Resources	1, 2, 3
Assistant Superintendent, Curriculum & Instruction	1, 2, 3
Chief Business & Operations Officer	1, 2, 3
Director of Technology	4
Consultants/New Positions*	5

* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE DATE:

Conflict of Interest Code
of the

LA PUENTE VALLEY REGIONAL OCCUPATIONAL PROGRAM

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Governing Board Members, Alternate Board Members, as appropriate, and its Superintendent, and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

LA PUENTE VALLEY REGIONAL OCCUPATIONAL PROGRAM

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Superintendent or his or her designee of the agency. (See footnote for clarification.)

LA PUENTE VALLEY REGIONAL OCCUPATIONAL PROGRAM

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board Member	1, 2, 3
Superintendent	1, 2, 3
Director, Instructional Services	1, 2, 3
Assistant Superintendent, Business Services	2, 3
Purchasing Supervisor	4
Consultants/New Positions*	5

* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE DATE:

Conflict of Interest Code
of the

**LOS ANGELES COUNTY CHILDREN AND FAMILIES FIRST –
PROPOSITION 10 COMMISSION
(Aka First 5-LA)**

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section
18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Board of Commissioners, Alternate Commissioners, Ex-Officio Representatives and the Executive Director and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

**LOS ANGELES COUNTY CHILDREN AND FAMILIES FIRST –
PROPOSITION 10 COMMISSION
(Aka First 5-LA)**

EXHIBIT “A”

CATEGORY 1

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from any entities that provide services of the type, which are eligible to receive Proposition 10 funding.

CATEGORY 2

Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 3

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated position assigned to this disclosure category.

CATEGORY 4

Persons in this category shall disclose all income from any Proposition 10 employee, any represented or association of such employee; and business positions or income (including gifts, loans and travel payments) from any entity owned or controlled by such employee or his/her spouse or other financial dependent.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendations or counsel to the agency which could affect financial interests shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency. (See footnotes in Exhibit “B” for clarification)

**LOS ANGELES COUNTY CHILDREN AND FAMILIES FIRST –
PROPOSITION 10 COMMISSION
(Aka First 5-LA)**

EXHIBIT “B”

<u>Designated Position</u>	<u>Disclosure Categories</u>
Board of Commissioners & Alternates	1, 2, 3, 4
Ex-Officio Representatives	1, 2, 3, 4
Executive Director	1, 2, 3, 4
Chief Administrative Officer	1, 2, 3, 4
Chief Programs Officer	1, 2, 3, 4
Chief Operating Officer	1, 2, 3, 4
Legal Counsel	1, 2, 3, 4
Director of Office of Strategic Planning and Implementation	1, 2, 3, 4
Director of Human Resources	1, 3, 4
Director of Program Development	1, 3
Director of Policy	1, 3
Director of Community Investments	1, 3
Director of Best Start Communities	1, 3
Director of Information Technology	3
Director of Research & Evaluation	1, 2, 3
Director of Public Affairs	1, 3, 4
Director of Finance	1, 2, 3
Assistant Director Public Affairs	1, 3

**LOS ANGELES COUNTY CHILDREN AND FAMILIES FIRST –
PROPOSITION 10 COMMISSION
(Aka First 5-LA)**

EXHIBIT “B” (Cont’d.)

<u>Designated Position</u>	<u>Disclosure Categories</u>
Assistant Director Best Start Communities	1, 3
Assistant Director of Research & Evaluation	1, 3
Finance Manager	1, 3
IT Project Manager	3
Director of Contract Compliance	1, 3, 4
Human Resources Manager	3, 4
Executive Assistant/Secretary to the Board	3
Director of Grants Management	1, 3, 4
Communications Coordinators	1, 3
Consultants*/New Positions**	5

**LOS ANGELES COUNTY CHILDREN AND FAMILIES FIRST –
PROPOSITION 10 COMMISSION
(Aka First 5-LA)**

EXHIBIT “B” (Cont’d.)

* A list of the individuals currently required to file disclosure under this category and their respective levels of disclosure is on file in the Commission’s Executive Director’s Office. This list includes, but is not limited to the following Los Angeles Universal Preschool Organization (LA-UP) positions:

Board of Directors

Executive Director

Senior Vice President, Chief Financial & Technology Officer

Senior Vice President of Programs

Senior Vice President of External Affairs

General Counsel

Directors

** Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director or his or her designee may determine in writing that a particular consultant or new position, although a “designated position,” is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant’s or new position’s duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director or his or her designee’s determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE DATE:

Conflict of Interest Code
of the

LYNWOOD UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its School Board Members, and the Superintendent and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

LYNWOOD UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Lynwood Unified School District employee, any representative or association of such employee; and business positions or income from an entity owned or controlled by such employees or his/her spouse or other financial dependent.

LYNWOOD UNIFIED SCHOOL DISTRICT

EXHIBIT "A" (Cont'd)

CATEGORY 6

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency. (See footnote for clarification)

LYNWOOD UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
School Board Members	1, 2, 3
Superintendent	1, 2, 3
General Counsel	1, 2, 3
Business Manager/Chief Business Official	1, 2, 3
Citizens Oversight Committee Members	1, 4
Assistant Superintendent for Educational Services	4
Assistant Superintendent	4
Director Instructional Programs	4
Principals	4
Director-Research & Evaluation	4
Director of Purchasing	4
Buyer	4
Director of Maintenance Operations and Transportation	4
Director of Risk Management	4 5
Secretary-Risk Management	4, 5
Legal Analyst	4, 5
Director of Fiscal Services	4
Accounting Manager	4
Director of Food Services	4

LYNWOOD UNIFIED SCHOOL DISTRICT

EXHIBIT "B" (Cont'd)

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Nutrition Services Coordinator	4
Chief Technology Officer	2, 3
Consultants/New Positions*	6

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent's or his or her designee determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE:

Conflict of Interest Code
Of the

PARAMOUNT UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Governing Board Members, and Superintendent and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

PARAMOUNT UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including loans, gifts, and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including loans, gifts, and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Persons in this category shall disclose all income (including gifts, loans and travel payments) from any Paramount Unified School District employee, any representative or association of such employee; and business positions or income from an entity owned or controlled by such employees or his/her spouse or other financial dependent.

PARAMOUNT UNIFIED SCHOOL DISTRICT

EXHIBIT "A" (Cont'd)

CATEGORY 6

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Superintendent. (See footnote for clarification.)

PARAMOUNT UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board Member	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent-Business Services	1, 2, 3
Assistant Superintendent-Educational Services	2, 3
Assistant Superintendent-Human Resources	4, 5
Assistant Director of Fiscal Services	4
Buyer	4
Director-C&I, Special Education/Early Childhood Education	4
Director-Curriculum, Instruction & Projects	4
Director-Secondary Education	4
Director-Student Services	4
Director of Fiscal Services	1, 4
Director of Operations	4
Director of Personnel	4, 5
Director of Student Nutrition Services	4
Director of Technology	4
Consultants/New Positions*	6

PARAMOUNT UNIFIED SCHOOL DISTRICT

EXHIBIT "B" (Cont'd)

*Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Superintendent, or his or her designee, may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Superintendent, or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE DATE:

Conflict of Interest Code
of the

TRI-CITIES REGIONAL OCCUPATIONAL PROGRAM (ROP)

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Governing Board Members, Alternate Board Members, as appropriate, and the Executive Director and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

TRI-CITIES REGIONAL OCCUPATIONAL PROGRAM (ROP)

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income (including gifts, loans and travel payments) and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts, loans and travel payments) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Executive Director or his or her designee of the agency. (See footnote for clarification.)

TRI-CITIES REGIONAL OCCUPATIONAL PROGRAM (ROP)

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Members, Governing Board	1, 2, 3
Executive Director	1, 2, 3
Human Resources Coordinator	3
Health Services Program Coordinator	4
Director of Program & Operations	4
Director of Curriculum & Instruction	4
Consultants/New Positions*	5

* Consultants/New Positions are included in the list of designated positions and shall disclose pursuant to the broadest disclosure category in the code, subject to the following limitations:

The Executive Director or his or her designee may determine in writing that a particular consultant or new position, although a "designated position," is hired to perform a range of duties that is limited in scope and thus is not required to fully comply with disclosure requirements in this section. Such written determination shall include a description of the consultant's or new position's duties and, based upon that description, a statement of the extent of disclosure requirements. The Executive Director or his or her designee's determination is a public record and shall be retained for public inspection in the same manner and location as this conflict-of-interest code. (Gov. Code Section 81008.)

EFFECTIVE: